

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

Number: WIAB01-51

Date: November 27, 2001
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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: ONE-STOP COMPREHENSIVE FINANCIAL MANAGEMENT TRAINING

This bulletin transmits information on One-Stop Comprehensive Financial Management Training being offered by the U.S. Department of Labor. The training is scheduled for December 10-14, 2001, in San Francisco. The attached document provides Web sites for hotel and training registration and other particulars about the training.

For logistical questions, contact Amy Plotkin at (703) 299-1613 or aplotkin@dtihq.com. For program questions, contact Amy Knight of DOL/ETA at (202) 693-3027, or aknight@doleta.gov, or Robert White of DTI at (703) 299-1607, rwhite@dtihq.com.

/S/ BILL BURKE
Chief

Attachment

ONE-STOP COMPREHENSIVE FINANCIAL MANAGEMENT TRAINING

Training Announcement

U.S. Department of Labor * Employment and Training Administration
One-Stop Comprehensive Financial Management Training
San Francisco, CA December 10-14, 2001
LOGISTICAL FACT SHEET

Training Schedule and Topics

Registration is Monday, December 10 from 11 a.m.-2 p.m.
Monday & Tuesday, Dec 10 and Dec 11 * One-Stop Cost Allocation & Resource Sharing
Wednesday-Friday Dec 12 through Dec 14 * ETA Grant Programs Financial Management Training

Registration Information

Registration is by fax or mail only! Please print out the Registration from usworkforce.org/events/FinancialTrainingSanFrancisco.pdf and fax or mail to attn: AMP at (703) 299-4589, no cover sheet necessary
Mailing address: DTI Associates, Inc., 2920 South Glebe Rd, Arlington, VA 22206

Location

Meeting Location: Fairmont Hotel-The Venetian Ballroom, San Francisco CA
Lodging Location: The Fairmont Hotel
Phone: (415) 772-5000
Reservations: 1-800-441-1414
Reservations: Please call the Fairmont at 1-800-441-1414 to make your reservation. The group rate of \$139 single/ double + tax will be honored by identifying yourself as a member of the "Department of Labor" Financial Management Training Series.
Web site: www.fairmont.com

General Information

Reservation Cut-Off Date: All hotel reservations must be made by December 3, 2001. Please call either Central reservations or the hotel directly. Our group room rate cannot be guaranteed after this date.

Register Soon! Total Attendance will be limited to 250. Registration is limited to two attendees per organization. Requests to send more than two per organization should be directed to Amy Knight of ETA at the number below.

Amy Knight of DOL/ETA at (202) 693-3027, or aknight@doleta.gov